



San Gabriel Valley Mosquito and Vector Control District  
Joint Meeting of the Executive  
and Personnel and Policy Committees  
August 3, 2021 2:00 PM  
1145 N. Azusa Canyon Road, West Covina, CA 91790

---

**HOW TO OBSERVE THE MEETING:**

Computer: Watch the live streaming of the meeting from a computer by navigating to:  
<https://www.youtube.com/c/sqvmosquito>

**HOW TO SUBMIT PUBLIC COMMENTS:**

**Before the Meeting:** Please email your comments to [district@sgvmosquito.org](mailto:district@sgvmosquito.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 9:00 a.m. the day of the meeting will be included as an agenda supplement on the District's website under the relevant meeting date and provided to the Trustees at the meeting. Comments received after this time will be treated as contemporaneous comments.

**Contemporaneous Comments:** During the meeting, the Committee Chair or designee will announce the opportunity to make public comments and identify the cut off time for submission. Please email your comments to [district@sgvmosquito.org](mailto:district@sgvmosquito.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all comments timely received will be read aloud at the meeting (not to exceed three minutes at staff's cadence). Comments received after the close of the public comment period will be added to the record after the meeting.

**1. Call to order**

1.1 Roll Call Attendance

1.2 ORDER OF BUSINESS – Review and prioritization of Agenda Items including, if necessary, identification of any emergency items arising after posting of the Agenda and requiring action prior to next regular meeting.

**2. Opportunity for Public Comment on Non-Agenda Items**

(Individual Public Comments may be limited to a 3-minute or less time limit) During Public Comments, the public may address the Committee on any issue within the District's jurisdiction that is not on the agenda. The public may comment on any item on the Agenda at the time that item is before the Committee for consideration. There will be no dialog between the Committee and the Commenter. Any clarifying questions from the Committee must go through the Committee Chair.

3. Closed Session: Employee Evaluation and Contract Revision: Public Employee, District Manager  
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat)

Government Code Section 54957 and 54957.6

Title of Position: District Manager

- Committee Action Required: Following the closed session discussion by members of this item, the appropriate action is to report any required information or action(s) taken.

4. Consider Personnel and Salary Resolution Revision (PSR) Project inclusive of Designated Reserve Allocation (Discussion)  
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat)

- Committee Action Required: If the Committee concurs, following the public discussion by members of this item, the appropriate action is to recommend Personnel and Salary Resolution Revision (PSR) Project inclusive of Designated Reserve Allocation.
- Alternative Committee Action: If after discussion by members of this item, the Committee may choose to not recommend Personnel and Salary Resolution Revision (PSR) Project inclusive of Designated Reserve Allocation.

5. Consider Amendments to Position Title and Description: Clerk of the Board/Administrative Assistant\* (Discussion) (Exhibit 5A, 5B)  
(Board President, Becky Shevlin) (Personnel and Policy Committee Chair, Richard Barakat)

- Committee Action Required: If the Committee concurs, following the public discussion by members of this item, the appropriate action is to recommend Amendments to Position Title and Description: Clerk of the Board/Administrative Assistant.
- Alternative Committee Action: If after discussion by members of this item, the Committee may choose to not recommend Amendments to Position Title and Description: Clerk of the Board/Administrative Assistant.

6. Adjournment

### **Finance and Audit Committee**

Becky Shevlin (Chair)  
Sandra Armenta  
John Capoccia  
Lloyd Johnson  
Jaime Bissner  
Tim Sandoval  
Cynthia Sternquist

Richard Barakat (Chair)  
Corey Calaycay  
Margaret Finlay  
Roger Chandler  
Ryan Vienna  
Robert Joe

## **CERTIFICATE OF POSTING**

This agenda shall be made available upon request in alternative formats to persons with a disability as required by the American with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (California Government Code §54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the San Gabriel Valley Mosquito and Vector Control District at (626-814-9466) during regular business hours, at least twenty-four hours prior to the time of the meeting.

Materials related to an item on the Agenda submitted after distribution of the agenda packet are available for public inspection in the San Gabriel Valley Mosquito & Vector Control District Office located at 1145 North Azusa Canyon Road, West Covina, CA 91790 during normal business hours.



---

Jared Dever, District Manager  
San Gabriel Valley Mosquito and Vector Control District  
Board of Trustees

### **Notice to the Public**

It is the intention of the San Gabriel Valley Mosquito and Vector Control District (District) to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the Clerk of the Board at (626) 814-9466. Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)